

**Date:** Tuesday 22 March 2022 at 3.00pm  
**Venue:** Council Chambers, 63 Miranda Street, Stratford

### Present

The Deputy Mayor A L Jamieson (the Chairman), the District Mayor N C Volzke, Councillors G W Boyde, and W J Sandford.

*Via audio visual link:* Councillors P S Dalziel, R W Coplestone, A K Harris, J M S Erwood, V R Jones, M McKay and G M Webby

### In attendance

The Chief Executive – Mr S Hanne, the Director – Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Roding Asset Manager – Mr S Bowden (*part meeting*), the Revenue Manager – Mrs J Erwood (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*) and one member of the media (Stratford Press (*part meeting*))

*Via audio visual link:* the Director – Community Services – Ms K Whareaitu, the Director – Corporate Services – Mrs T Radich, the Director – Assets – Mrs V Araba, the Services Asset Manager – Mr J Cooper (*part meeting*), the Asset Management Coordinator/Waste Minimisation Officer – Mrs L Campbell (*part meeting*), the Parks and Reserves Officer – Mrs M McBain (*part meeting*), and one member of the media (Taranaki Daily News (*part meeting*))

#### 1. Welcome

The meeting was opened with a karakia.

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, and the media.

The Deputy Mayor reiterated the health and safety message and emergency procedures.

#### 2. Apologies

No apologies were received.

#### 3. Announcements

The Chief Executive announced that item 13 – Public Excluded Item was being withdrawn from the agenda due to a procedural matter. The Chairman had been advised of this decision as per standing order 9.9. This will be brought back in two separate reports at the Ordinary Meeting of Council.

The District Mayor requested Councillors remain behind following the conclusion of this meeting to discuss the Chief Executive appointment process.

#### 4. Declarations of Members Interest

The Deputy Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda. There were no conflicts of interest.

#### 5. Attendance Schedule

The Attendance Schedule for Policy and Services Committee meetings was attached.

#### 6. Confirmation of minutes

### Recommendation

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 22 February 2022 be confirmed as a true and accurate record.

BOYDE/COPLESTONE  
Carried  
P&S/22/33

### 7. Matters Outstanding D16/47 Page 23

### Recommendation

THAT the Matters Outstanding be received.

McKAY/VOLZKE  
Carried  
P&S/22/34

### 8. Decision Report – Delegation under Building Act 2004 D22/8224 Page 24

### Recommendations

1. THAT the report be received.
2. THAT the authority to grant minor variations to building consents under Section 45A(3) of the Building Act 2004 be delegated to the Chief Executive.

SANDFORD/BOYDE  
Carried  
P&S/22/35

BOYDE/VOLZKE  
Carried  
P&S/22/36

### Recommended Reason

The delegation is necessary to satisfy a non-compliance identified through an IANZ audit of the Council's Building Consent Authority and to provide an efficient building control service to the community.

The Director – Environmental Services noted the following points:

- This request relates to a matter raised by IANZ, during the audit in December 2021, as a delegation they recommended was required to perform council's duties in building control. They have since clarified this matter further with legal advice to support this request.
- The delegation would be given to the Chief Executive and covers making minor variations to building consents. It is likely the Chief Executive would sub-delegate this to officers.

### Recommendations

1. THAT the report be received.

HARRIS/JONES  
Carried  
P&S/22/37

2. THAT the Rates Remission Policy be amended to include the following:

- A change to the Remission on Rates Penalties;
- A new Rates Remission Policy for Uniform Annual Charges on non-contiguous rural and commercial properties owned by the same owner and used for a single purpose.
- A new Rates Remission Policy for the 50% water or 50% wastewater charges where the service does not go past their property, but is within the distance requirements to be serviceable.
- A new Remission Policy for Community, Sporting and other Organisations for the 50% water or 50% wastewater charge.
- ~~A new Remission Policy for the Rooding Targeted Rate.~~

BOYDE/HARRIS  
Carried  
P&S/22/38

3. THAT the changes to the rates Remission Policy be approved to be released for public consultation as required under Section 102 of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002.

JAMIESON/VOLZKE  
Carried  
P&S/22/39

### Recommended Reason

Staff have had feedback that could be addressed within this policy if desired by council. The Rates Remission Policy must go out for public consultation before any amendments can be adopted, as required by legislation.

The Revenue Manager noted the following points:

- The Rates Remission Policy was last reviewed in July 2020 but due to some changes in the rates an updated review was required.
- The changes include: clarification on the remission on penalties due to Covid-19, a remission for non-contiguous properties, a remission for the 50% water and waste water charge where the service does not go past the property, a remission for the 50% water and waste water charge for community and sporting organisations and a remission for the new rooding targeted rate.

Questions/Points of Clarification:

- A change to the Remission on Rates Penalties;
  - This is a change in the wording to clarify if a person was unable to come in to pay their rates (e.g. an elderly person who does not internet bank) due to Covid-19 then they were covered by this policy.
  - The District Mayor felt the wording needed to be changed. Council should support a remission due to hardship and compassionate grounds and noted the wording “unable to attend to payments” insinuated that the person was able to pay their rates but were physically unable to at this time. He also questioned if the wording “outside of the ratepayers control” meant if they were made redundant would that be considered? Mrs Erwood clarified that this section referred to someone who, for example, had been hospitalised and was unable to come into the building and had no other ways to make the payment.

- It was clarified that these remissions are assessed on a case by case basis.
- It was clarified that this section referred to the penalty component and not the rates payment and a person not meeting council's timelines. It was targeted towards a person not being physically able to come into the building to make the payment.
- The Director – Corporate Services would amend the policy to ensure it was clear that this specific remission does not cover financial hardship.
- The District Mayor noted there was no reference to the inability to attend on page 44, under item 13.

*The Services Asset Manager joined the meeting at 3.16pm.*

- A new Rates Remission Policy for Uniform Annual Charges on non-contiguous rural properties owned by the same owner and used for a single purpose.
  - The District Mayor noted this issue had been discussed a number of times and he supported the remission as presented, however he questioned the criteria for a commercial property running a business as a single unit over two properties and felt this remission should be applied to those property owners as well. It was clarified that this would be for “non improved” properties only.
  - Councillor Harris supported an amendment to include commercial properties in this remission as it was a fair spread over all ratepayers which was the initial aim of the request. She noted that these were assessed on a case by case basis by officers so it would be fair to offer this remission to all.
  - Councillor Sandford noted he did not support this addition to the remission. In the sample rates commercial property owners are paying less rates than any other properties. This issue was not raised by commercial land owners it was raised by rural residents. It was clarified that commercial property owners pay the same rates as rural property owners but the difference is the property values.
  - It was agreed to add commercial properties to this remission.
- A new Rates Remission Policy for the 50% water or 50% wastewater charges where the service does not go past their property, but is within the distance requirements to be serviceable.
  - It was clarified that this remission had been recommended due to one property in Midhirst which was attracting this charge and is not able to connect to the water even though the property falls within the distance set by council in the rates resolution.
  - It was clarified that this was a remission for the full 50% charge for water and waste water.
  - The District Mayor noted his concern around the wording “*past your gate*” and felt it was loose terminology that could be replaced with “*to your boundary*”. This would be amended.
- A new Remission Policy for Community, Sporting and other Organisations for the 50% water or 50% wastewater charge.
  - This remission was also because of a Midhirst property which was an organisation now receiving the 50% water and waste water charge who do not have the funding to cover rates. This organisation has been unrateable under the Act in the past and were incurring this charge.
- A new Remission Policy for the Roding Targeted Rate.
  - This remission has been deliberately presented after the Draft Annual Plan was adopted which included the Roding Rate Deferential. If that goes ahead in the final adoption of the Annual Plan then officers would like to look at a remission for properties that can demonstrate they will not use council roads and that the boundary allows direct access onto state highway. She noted there may be other issues raised during both the consultation of the Annual Plan and the Rates Remission policy that will also need to be considered.
  - Councillor Boyde supported the remission but he noted his issue with the objectives was the damage to rural road, property owners may be able to demonstrate a direct access to state highway but the trucking companies will still use Beaconsfield Road. If they can demonstrate they are staying on state highway then that is fine but it won't fix the trucks changing the direction they go in after leaving the property.
  - The District Mayor supported Councillor Boyde's concerns. He had thought that council would name the roads that this targeted rate would be spent on but acknowledged it would largely be spent on metal roads and dedicated forestry roads. Operators would still use Beaconsfield and Monmouth Roads and therefore he questioned if this remission was workable as there would be no way to police this.

- The District Mayor also noted the Te Wera forestry, the district's biggest forest, would clearly be able to demonstrate a large part of their operation is accessible from the state highway, which would then increase the cost for other forestry rate payers significantly as council would need to recoup that remission. He felt this remission should be withdrawn.
  - Councillor Erwood noted there was a loophole where these properties could demonstrate direct access but then there was nothing to stop them using council roads. He felt it should be worded to ensure that the identified access was used and how much would be taken out through it. He felt the applicant should be required to demonstrate that they can harvest without the use of Stratford roads full stop.
  - Councillor Sandford noted there were not the people to police this with Beaconsfield Road being a prime example. Without the ability to control this it shouldn't be in the policy.
  - It was clarified that this policy would go out for consultation and close after the Annual Plan hearing, therefore any issue raised during the Annual Plan process could be considered when deliberating this policy on 24 May 2022. The Chief Executive noted that submissions considered during the Annual Plan hearing could be considered towards this policy also.
  - The remission was removed from the draft policy.
- It was requested that on page 40, the *Sale of Liquor Act* be updated to be the *Sale and Supply of Alcohol Act 2012*.

The Revenue Manager left the meeting at 3.38pm.

## 10. Monthly Reports

### 10.1 Assets Report D22/7007 Page 47

#### Recommendation

THAT the report be received.

ERWOOD/COPLESTONE  
Carried  
P&S/22/40

The Director – Assets noted the following points:

- There have been a number of complaints around Monmouth Road and the time that is taking. Officers have been assured that this work has been sped up.
- The second trunk main project is going as planned but will be discussed in a subsequent agenda item.
- There has been an early increase in milk production from last season at the farm.
- There has been a lot of damage to council property over the past few months and is not stopping. Fixing this is costing the rate payers money and there will be further communication on this to the public.

Questions/Points of Clarification:

- It was clarified that the increase in milk production was an increase from February last year. Milk production for the full season (to date) is just ahead.
- It was clarified that officers are looking at installing more cameras to help combat the vandalism at the bike park and the Centennial Rest Rooms.
- It was clarified that a number of factors resulted in storm water getting into the waste water system. The first is the ageing infrastructure as the pipes underground age they develop cracks and the joints become less sealed so slowly the ground water is making it into the pipe network. There are also some historic connections that may not have been sealed. The one factor that is more known is house connections which have cross connections channelled from the roof into their gully trap and this is much easier to spot and rectify and inspections are done every two years. Council re-lines a percentage of all wastewater pipes annually to address infiltration.

- Councillor Dalziel noted that the bike park was a great project and noted he had even had a go on the pump track himself. The Chief Executive thanked Councillor Dalziel for being one of the main drivers to expanding the scope of this project initially.
- Councillor Sandford noted that previous acts of vandalism and damage had resulted in an apology being made to council and asked who these offenders were apologising to and if there was any form on compensation? Councillor Erwood noted that Police were dealing with mainly juvenile offenders and an apology being made to the Mayor was good and the young man in question is now working part time for a local business.

*The Parks and Reserves Officer left the meeting at 3.48pm.*

### **10.2 Community Services Report**

D22/6958 Page 87

#### **Recommendation**

THAT the report be received.

BOYDE/HARRIS  
Carried  
P&S/22/41

The Director – Community Services noted the following points:

- Engagement for the Community, Economic and Youth Strategies and the Town Centre plans for Stratford and Whangamomona was carried out during February. Officers are waiting for these initial reports which should be within the next month.
- The Youth Council was sworn in with the elections of officers to be held next month and their AGM.
- The pool passed its annual Pool Safe Audit and the iSITE was assessed and maintained its Qualmark status.
- The team is monitoring government announcements in terms of events and are delivering where it is practical to do so.

Questions/Points of Clarification:

- It was noted the Stratford Business Association had rebooked for the workshop with council on 10 May.

### **10.3 Environmental Services Report**

D22/6968 Page 98

#### **Recommendation**

THAT the report be received.

ERWOOD/COPLESTONE  
Carried  
P&S/22/42

The Director – Environmental Services noted the following points:

- February held a similar pattern to the preceding months.
- The impact of material shortages impacts on building inspections is continuing.
- Two of the IANZ non compliances were cleared last week and a third one provisionally cleared. There is evidence being gathered to be submitted for the remaining four this week.

Questions/Points of Clarification:

- It was noted that in regards to the Earthquake Prone Buildings, council had needed to identify priority buildings with the next step advising those building owners of this, they then had time to get an engineer to assess the building which is done at their own expense.

*The Property Officer left the meeting at 3.54pm*

**10.4 Corporate Services Report**  
D22/8674 Page 106

**Recommendations**

1. THAT the report be received.

HARRIS/DALZIEL  
Carried  
P&S/22/43

2. THAT the Committee acknowledges that the Investment with Counterparty limit breach has been authorised by the Chair of the Audit and Risk Committee, and the Mayor, in accordance with the Treasury Management Policy.

BOYDE/DALZIEL  
Carried  
P&S/22/44

The Director – Corporate Services noted the following points:

- Revenue is slightly over.
- Expenditure is over budget for the year to date.
- Council is still tracking towards the spend of \$25 million in terms of capital expenditure this year, which is one of the highest budgets this council has had. \$14 million has been spent so far with a few invoices still coming in which was highlighted in the cashflow forecast.
- Officers are looking at borrowing \$12 million in April to lock in some longer term interest rates and some shorter terms. This pre-funding is to lock in some lower interest rates while we can and have the liquidity of funding available over the next 6-12 months.
- The breach of the Treasury Management Policy for the investment covenant (\$6 million with Westpac) was approved by the Chair of the Audit and Risk Committee and the District Mayor in accordance with the policy.

Questions/Points of Clarification:

- Councillor Dalziel supported the intention to borrow more now to lock in more favourable interest rates. This was endorsed by the District Mayor.
- Councillor Dalziel requested that gross borrowings and investment split be added as separate lines in the cashflow forecast table.
- The District Mayor noted that the capital expenditure graph, on page 107, showed a very significant programme of \$28 million and that if council achieves the \$25 million projected then it has done really well as a number of other councils are stating they will get nowhere near their capital expenditure budget. This is very commendable for a small council.

**11. Questions**

There were no questions.

## 12. Resolution to Exclude the Public

### **RECOMMENDATION**

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

Agenda Item No: 43 and 14

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution to each matter</b>	<b>Grounds under section 48(1) for the passing of this resolution</b>
Lease agreement	<del>The withholding of the information is necessary for commercial sensitivity</del>	<del>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.</del>
Additional Funding Request	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.

ERWOOD/HARRIS  
Carried  
P&S/22/45

*The Roding Asset Manager, the Asset Management Coordinator/Waste Minimisation Officer and the media left the meeting at 4.00pm*



~~13. Public Excluded Item — Withdrawn~~

14. Public Excluded Item – Decision Report – Request for Additional Funding for the  
2nd Trunk Main Construction  
D22/8257 Page 136

**Recommendations**

1. THAT the report be received.

WEBBY/HARRIS  
Carried  
P&S/22/46

2. THAT the Council approves the additional funding by loan, of up to \$640,000 to allow the completion of the final stage of the 2nd Trunk Main construction

JAMIESON/BOYDE  
Carried  
P&S/22/47

3. THAT the recommendations in relation to the decision *for the request for additional funding for the 2<sup>nd</sup> Trunk Main* be released from the public excluded section in accordance with Standing Order 18.5.

BOYDE/SANDFORD  
Carried  
P&S/22/48

**Recommended Reason**

Due to external factors, the original budget set in the Long Term Plan (LTP) is likely to be exceeded. Market indication is that any delay to the project will result in even higher future completion cost. The recommendation is to continue with the project to be completed within the agreed timeframes.

**Recommendation**

- THAT the open meeting resume.

COPLESTONE/HARRIS  
Carried  
P&S/22/49

15. Closing Karakia  
D21/40748 Page 174

The meeting was closed with a karakia.

*The meeting closed at 4.22pm*

A L Jamieson  
**Chairman**

Confirmed this 26<sup>th</sup> day of April 2022.

N C Volzke  
**District Mayor**